

**CITY OF AUBURN  
TELECOMMUNICATIONS COMMISSION**

**Thursday, Aug 19, 2004  
4:00 p.m. to 5:00 p.m.**

**Meeting Minutes**

**1. ROLL CALL AND DETERMINATION OF A QUORUM**

Glenn Tonkin, Mark McDonald, Tom Maguire, and Mike Malvey were present. In addition, Barry Egan from Charter was also present. Meeting called to order at 4:03pm

**2. AGENDA APPROVAL**

Motion to approve as is by Tom, seconded by Mark. Unanimously approved.

**3. PUBLIC COMMENT**

No public comment.

**4. APPROVAL OF MINUTES**

Review and approve of minutes for the regular meeting of **July 8, 2004 & Aug 5, 2004**. Tom made motion to accept both minutes, seconded by Mark. Unanimously approved.

**5. BUSINESS**

**A. Charter – Starstream Transfer**

1. Barry Egan brought up a recent issue discussed concerning a franchise violation last year for not serving a residential customer. This violation was first stated in a letter from Bob Richardson dated May 15, 2003. John Adams, GM for Charter, responded with a letter on June 27<sup>th</sup>, with a final response back from Bob Richardson on July 1, 2003. The whole issue developed out of comments made during the May 12, 2003 city council meeting concerning lack of ability for some business customers to get cable service. Tom clarified that the issue was misinterpreted in the franchise, and service was not denied. Section 8.10b2 was quoted, and allows for Charter to recover costs for any excessive installation. After further discussion, it was realized that Charter did not deny service, but was going to charge the cost of installation, which was going to be several hundred dollars.
2. Glen discussed the issues talked about during last weeks conference call with the attorneys. The response from Starstream concerning amendments to the franchise document, as well as the ordinance were covered, and the city responses were developed.
3. The PEG remote site circuit layout was reviewed and discussed. Barry was able to clarify the diagram, and address the issues of the commission. Glen stated that he will make a request to Starstream that since the design looks like it is changing slightly (adding modulator at high school), the city wants assurances that this change will not degrade the current signal quality.

**6. CORRESPONDENCE**

Glen stated he has been talking with the City of Colfax, and addressing issues and concerns that they have with the franchise transfer.

**7. INFORMATION AND ANNOUNCEMENTS BY COMMISSIONERS**

No information or announcements.

**8. AGENDA ITEMS, DATE, AND TIME OF NEXT MEETING**

Next meeting – August 26, 2004 - Time: 4:00 pm Glen will give an update on ACTV.

**9. ADJOURNMENT**

Mark made motion to adjourn, seconded by Mike. Meeting was adjourned at 4:56pm